

Spring Poll Worker Newsletter



<u>Salem County Board of Elections</u> 110 5th Street, Salem NJ 08079 856-935-7510 ext 8328, 8329, 8330, 8331 espanol ext 8597

SPRING 2014

If you are a Poll Worker and related to a candidate:

A Parent, Spouse, Child or Sibling of a candidate for election will be excluded from working as a Poll

Worker in the district where that candidate is listed on the ballot.



If a Poll Worker has a

relative on the ballot it is required that the Poll Worker contact the Board of Elections before accepting an assignment to work Election Day.

We will work with you to change the assignment to an area in the county where your relative is not listed on the ballot; if the relative is a countywide candidate you will not be able to receive assignment for that election.

Reminder ...

Opening the Polls

Arrive by 5:15am, if you do not have at least 3 scheduled Poll Workers

on site by 5:30am call the office. Do not begin opening procedures until all scheduled Poll Workers have arrived, the tasks must be done as a group. Poll Workers should be paired by opposite party to open & close each machine.

Closing the Polls

"Where do we put the Blue Seals after removing them?"

Place the blue seals flat on the BACK of the Zero Report Tape printed in the morning opening procedure. The seals are still very sticky when removed, please take care to place them only on the back of the tape neatly.

Do not disturb Blue Seals until closing polls

Bilingual Districts: Salem County has 9 bilingual voting districts -

- Carneys Point districts 3, 4 & 5,
- Penns Grove districts 1, 2 & 3,
- Pittsgrove district 4
- Salem East Ward district 1
- Salem West Ward district 2.

These polling sites have
Bilingual Poll Workers
assigned who will work the
polls in the same manner with
equal responsibility as the
other Poll Workers. Bilingual
Poll Workers will also assist
Spanish language voters with
the voting process.

If you are assigned to work the polls in a bilingual district all Spanish language materials must be posted.

If a voter requires assistance they may also call our Spanish Bilingual office line 935-7510 ext 8597

Activation cards are not

to be activated until a voting machine is available.



No Voter Turned Away is

the law. If a voter is not listed in your poll book they may vote a Provisional Ballot. You may call the office & we can assist you with verifying the voter is in the correct district or refer to your street list. The voter MUST be offered a Provisional Ballot.

Mail-In Ballot Voters can vote a Provisional ballot at the polls, not on the voting machine. Do NOT accept Mail-In ballots at the polls. Please instruct the voter to bring the ballot to the office no later than 8:00pm: Board of Elections 110 Fifth Street, Salem NJ 08079

Assigned Voting
Machines are ALL to be
set up and remain open for
use on Election Day.

CALL US! If you



have any questions,

we are

happy to help you. No question or matter is to small. Communication is the key to a successful election.

BOARD OF ELECTION: CHAIRMAN DAVID CRESCENZI, SECRETARY FLORENCE BUTLER, COMMISSIONERS JOHN BURKE & MICHAEL FACEMYER

Frequently asked Questions and Answers

What do I do if a voter's name is not in the Poll Book? First check your street list for proper polling location or Call the Board of Election at 856-935-7510 ext 8328, 8329, 8330 or 8331 Voter may not vote on the machine but MUST be offered a provisional ballot to vote.

Why are there both English and Spanish Signs? The district has been deemed bilingual by the Board of Election surname analysis. Signs in both English and Spanish shall be posted prominently at all bilingual polling places in Salem County.

Can a voter bring their children to the voting machine with them? You can bring children under 18 years old with you to vote. Under New Jersey Law, the children can accompany you as long as they do not disrupt or interfere with normal voting procedures.

Can photo's be taken inside the Polling Place? Photography is not permitted without prior approval of the Board of Elections.

Are clothing, buttons or stickers with political messages allowed at polling places? Absolutely not. Poll workers are required to stop who ever is promoting a candidate/party & ask them to remove the article from view, or leave the polling place immediately. They may return once they are no longer advertising a candidate or party.

Can I call to see if my vote counted? If you voted a Mail-In or Provisional Ballot, find out whether your ballot was counted and if not, the reason why it was not counted. This information is available 3 days after an election.

What is the Street Voter List used for that is found in the White Envelope? This is a list of all the streets in your town; this list is by the Poll Workers to direct voters to the proper voting district by way of his/her address.

If a voting machine is not working or we are not busy, can we run minus one machine? Absolutely not. Every assigned machine must be opened. Call the Board of Elections to report any problem before you close an assigned machine. At no time should a poll worker call the voting machine technicians directly to report a machine issue. Always call the office first.

Where do the notes, applications and election day forms go after they are turned into the poll workers? This is an important question because those notes, application and election day forms are important to the office. You will find in your supplies a large white envelope where all these important papers go.

If M-I is printed or written in the signature line of the poll book, can the voter still vote? Yes! They can vote a Provisional Ballot ONLY, they may NOT vote on the machine. Poll Workers may call the office & we will check to see if the voter already returned their Mail In Ballot. If they did not mail their ballot back they will be able to vote with a Provisional Ballot that you will provide them.

WE ARE ON THE WEB: www.salemcountynj.gov/departments/election-board/



2014 ELECTION DATES

Primary June 3
General November 4
Registrars

Shirlee Manahan ext 8331 Renee Buehler ext 8328

Deputy Registrars

Jeanmaire Waddington ext 8330
Peggie Kramme ext 8329

Poll Workers & Challengers

Poll Workers are tasked with keeping the polls orderly, safe & secure

Challengers are permitted to observe the process of opening & closing the polls, they may not go to the voting machines throughout the day.

Challengers must have a permit from the Board of elections and wear the badge issued.

Poll Workers must never allow Challengers to sit at table with Poll Workers, touch the voting machines or materials. Challengers may not speak to the voter directly. Challenges should be directed to the Poll Workers. They may not harass or intimidate any voter; or cause any disturbances in the polling place.

Poll Workers MUST repeat the voter name & address for the Challengers to hear. Speak clearly, if the Challenger requests you repeat the name please do so in a polite manner. If Challengers consistently ask for names to be repeated you may need to generally speak louder.